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SUBJECT: Information for the ADDA for possible use at the
DCI's Retreat

- a. Orientation for New Employees
- b. Perspectives for New Supergrades
- c. International Economics for Operations Officers
- d. China After Mao
- e. Seminar on the Multinational Corporation
- f. Supervisory Skills
- g. Program on Creative Management
- h. Debriefers Indoctrination Program
- i. Countering Terrorist Tactics
- j. Operations Orientation for DDO Spouses
- k. FOIA Seminar
- l. Records Management Courses
- m. Information Science Courses, including CAMS,
SPAT, and BSCAM for DIS
- n. Ambassadorial Seminar

OTR's support to the Intelligence Community has been expanded in the fields of Operations Training and Information Science. Some resources from the Community have been provided to assist in these activities, but the scope of our support has far exceeded our initial endeavor.

3. The NAPA report addresses the new Agency Performance Evaluation System and will have an impact on OTR for training all supervisory employees in the preparation of Fitness Reports, etc. This activity will require additional resources, especially in view of the short time frame from the announcement of the system to its implementation date of 1 October 1979. This same report calls for increase integration of training into the overall area of executive development. This effort would also present significant resource demands.

Some teaching requirements (e.g., full-time maintenance training in Chinese) have not been met because of the lack of available instructors. In addition, test development, materials development, and assignment of instructors to monitor students in self-study programs have also proceeded at a very slow pace because of the decline in the number of full-time staff and contract positions assigned to the Language School. Current teaching requirements absorb the assets available.

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The reduction of resources in Covert Instructional Training has resulted in our deferring or turning down requests from DO components for various kinds of Covert Training. This trend will continue unless we obtain relief since our ongoing requirements have taxed the Operations Staff to its limits.

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